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UNITED STATES CIVIL SERVICE COMMISSION

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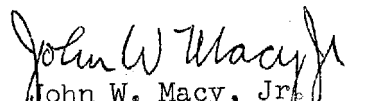
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DEPARTMENTAL CIRCULAR NO. 767

TO HEADS OF DEPARTMENTS AND INDEPENDENT ESTABLISHMENTS

SUBJECT: Protection of confidential information.

Instructions to Security Hearing Board members regarding the avoidance of any unauthorized or improper disclosure of information in investigative reports are given in Section III-B of Civil Service Commission Handbook IN-203, "Guides for Members of Security Hearing Boards Under Executive Order 10450." In applying these instructions, all persons connected with the hearing, particularly the chairman, are cautioned against permitting reading from the investigative report to the employee or his counsel, or quoting in any other manner passages from the report to the employee or his counsel. These instructions will be included in the next revision of Civil Service Handbook IN-203.

  
John W. Macy, Jr.  
Executive Director

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